University of Illinois College of Medicine at Urbana-Champaign
Residency Program in Internal Medicine

Inter-Institutional Agreement

The undersigned institutions, Carle Foundation Hospital of Urbana, Illinois; Provena Covenant Medical Center of Urbana, Illinois; the Veterans Affairs Illiana Healthcare System, Danville, Illinois; and the University of Illinois College of Medicine at Urbana-Champaign (UICOM-UC) do individually and severally agree to the following commitments with respect to the residency program in internal medicine.

1) There shall be a single Program Director for this internal medicine residency program. The program Director’s authority to direct and coordinate the program activities and to manage the program budget is recognized by all the undersigned funding participating institutions. The teaching staff is under the direction of the Program director regardless of the institution in which they are based. The Program Director works with a residency site coordinator acceptable to the institution to carry out the curriculum, policy and procedures of the program including the policies for supervision, teaching and formal evaluation.

2) The educational goals and objectives for each institution are delineated in the curriculum documents of the program.

3) We are agreed that the assignment of residents will be under the control of the Program Director and will be in accordance with the educational goals of the residency program.

4) The total number of residents in the program is to be determined annually. The Program Director, in conjunction with the site-coordinating faculty and associate program directors will be responsible to confirm the total number of residents and the financial support to be provided by each respective site. Furthermore, we are agreed to the general process that funds for the administration of this residency, not allocated internally, will be administered by the Program Director through UICOM-UC.

5) The residents will be paid through UICOM-UC. The per diem cost for the resident’s salary and fringe benefits will be paid monthly by each institution to the program’s revolving account. Each institution is responsible for liability insurance for residents when they are assigned at the institution.

Furthermore, our institutions are in agreement that our facilities and resources are adequate and available to residents to provide the educational experiences and opportunities set forth in the special requirements for a program in internal medicine. These facilities include, but are not limited to, an adequate library service in each institution, as well as access to the University of Illinois Health Sciences Library system; adequate space allocated for instruction in each of our institution; adequate facilities for residents to carry out patient care and personal self-education responsibilities; access to separate on-call quarters for men and women; adequate access to modern medical records systems which facilitate both quality patient care and education; and adequate clinical support services such as pathology and radiology.
Furthermore, we certify that the undersigned hospitals are fully accredited by the Joint Commission on Accreditation of Hospitals.

President and CEO
Carle Foundation Hospital

Date

President and CEO
Presence Covenant Medical Center

Date

Director
Danville Department of Veterans Affairs
VA Illiana Health Care System

Date

Regional Dean
University of Illinois College of Medicine at Urbana-Champaign

Date

Board of Trustees of the University of Illinois

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Walter K. Knorr, Comptroller
1. **Site-Coordinating Faculty** - There are three site-coordinating faculty – one for each of the three participating hospitals, namely Carle Foundation Hospital, Provena Covenant Medical Center, and the Veterans Affairs Illiana Healthcare System, Danville, Illinois. The three site-coordinating faculty are responsible for the routine administration of the residency program at their individual sites. They report to the Program Director on all issues pertaining to the Internal Medicine Residency Program other than those that would normally be considered to be the direct responsibility of the CEO of the Hospital.

2. **Program Director** - There is one Program Director of the Residency Program in Internal Medicine. All of the routine and day-to-day organization, planning, and responsibilities of the Residency Program rest with the Program Director. These responsibilities include but are not limited to such aspects of the program as recruitment, educational curriculum, evaluations, hospital assignments, patient service, and budget and finances. The Program Director chairs an Executive Committee, which meets regularly and serves as a planning, review and problem-solving body, consisting of the Program Director, Associate Program Directors and site-coordinating faculty, the University of Illinois College of Medicine at Urbana-Champaign (UICOM-UC) Head of the Department of Internal Medicine, and UICOM-UC Associate Dean for Graduate Medical Education. The Program Director is responsible to the Head of the UICOM-UC academic Department of Internal Medicine for all academic matters concerning the Internal Medicine Residency Program.

3. **Department Head** - The Head of the UICOM-UC Department of Internal Medicine carries overall responsibility for the residency program. The Head of the department appoints the site-coordinating faculty and associate program directors after wide consultation with the appropriate individuals including the CEO of the hospital concerned, and recommends to the Regional Dean of UICOM-UC the appointment of the Director of the program. The Head reports to the Regional Dean of UICOM-UC on all academic matters of the Department of Internal Medicine including the residency program.

4. **Graduate Medical Education Committee** - UICOM-UC includes amongst its standing committees a Graduate Medical Education Committee which has ex-officio and elected members and reports its activities to the Executive Committee of UICOM-UC on a routine basis. The functions of the committee include those outlined by the Accreditation Council for Graduate Medical Education and the College of Medicine bylaws.
5. **Internal Medicine Residency Oversight Committee** - In recognition of the responsibilities that each of the hospitals has for the conduct of the residency program, the Regional Dean of UICOM-UC chairs an Internal Medicine Residency Oversight Committee. This committee is composed of three representatives from UICOM-UC, one of whom is the Regional Dean, and three representatives from each of the three participating hospitals. One of these members from each hospital will be the CEO or Medical Center Director. Additional individuals may be invited to serve in a non-voting capacity. This committee carries the ultimate responsibility for the Internal Medicine Residency Program, subject to the rules, bylaws or operating procedures of the governing bodies of the four respective institutions (namely the three hospitals and UICOM-UC). Recommendations for the appointment or reappointment of the residency Program Director are brought to this committee for concurrence. Other functions of the committee include occasional informal reviews of the program, the resolution of issues that have not been resolved at a lower level, and the review of any proposals that would significantly alter the structure or functioning of the program. Meetings of this committee occur on an occasional basis and whenever requested by a member of the committee.

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